



WESTERN COVENTRY FIRE DISTRICT

1110 Victory Highway

Greene, Rhode Island 02827

Phone (401) 397-7520, Fax (401) 397-1084, www.wcfd.net

Board of Directors Meeting

Thursday, 19 December, 2013, 7:00 P.M. meeting to take place at the above address

MINUTES

(Posted 16 December, 2013)

VOTES TAKEN

Members Present

Chairman John Humble

Richard Holt

Jonathan Farnum

Robert Guastini

Robert Hevey

Moderator WCS Mays III

Treasurer Glenn Underwood

Tax Collector Joan Smith

Clerk Cheryl Wilcox

Deputy Chief Kelly Guastini

Council Woman Karen Carlson

Steve Bousquet

1. ***Call to Order and Attendance*** – The Chairman called the meeting to order at 7:05 p.m.
2. ***Confirmation of required meeting posting and quorum*** – The Chairman confirmed there was a quorum present and the meeting was posted in all required locations.
3. ***Acceptance of BOD meeting minutes of 28 October and 21 November, 2013*** – a motion was made by Mr. Guastini and seconded by Mr. Farnum to approve the meeting minutes of October 28, 2013 and November 21, 2013 as written. All voted aye. Motion carried.
4. ***Chiefs Report to include:*** - A motion was made by Mr. Hevey and seconded by Mr. Guastini to accept the Chiefs report. All voted aye. Motion carried.
 - a. ***Department's operational activity and management for the month of November, 2013.***
 - b. ***Summit Station street light and Greene Station One exterior lighting status.***
 - c. ***Material/equipment/documents disposition resulting from Greene Station One clean up***
 - d. ***Dispatch paging system***
 - e. ***ISO rating improvement update***
 - f. ***Capital asset useful life schedule/anticipated Rescue Recovery Fund expenditures***

Board of Directors

John Humble – Chairperson, Robert Hevey, Richard Holt, Robert Guastini, Jonathan Farnum

District Officers

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Chief Steven Quattrini*

- g. Efforts to obtain grant funding (SAM)*
- h. Use of local cell towers for emergency communications/equipment*
- 5. ***Treasurer's Report to include:*** A motion is made by Mr. Farnum and seconded by Mr. Guastini to accept the Treasurer's report. All voted aye. Motion carried.
 - a. District's financial accounting activity for the month of November, 2013*
 - b. Acct #78100 Fire Prevention Revenue and Expense accounting*
- 6. ***Tax Collector's Report to include:*** - a motion is made by Mr. Guastini and seconded by Mr. Farnum to accept the Tax Collector's report. All voted aye. Motion carried.
 - a. District's tax collection activity for the month of November, 2013*
- 7. ***Clerk's Report to include:***
 - a. District Clerks activity for the month of November, 2013 – n/a*
- 8. ***SAP Committee Report:*** a motion is made by Mr. Holt and seconded by Mr. Farnum to accept the SAP Committee report. All voted aye. Motion carried.
 - a. SAP5211 Minutes of Meetings for BOD review and approval* – a motion was made by Mr. Guastini and seconded by Mr. Hevey to approve SAP 5211 as amended. All voted aye. Motion carried.
 - b. Update of work in progress*
 - c. Announce schedule of next SAP Committee meeting* – the next SAP meeting will be held on January 14, 2014.
- 9. ***Charter/By-laws Committee Report***
 - a. Proposed revisions to the By-Laws*
- 10. ***Member compensation scale*** – n/a
- 11. ***CCFD receivership status and any possible WCFD resons/action itmes*** – Ms Carlson attended the meeting and reported what happened. No response or action items for WCFD.
- 12. ***FF/EMT Blanchard's Explorer Post Summit report and any other outreach programs*** – n/a
- 13. ***New Business*** –
- 14. ***Reminder; budget season approaching rapidly once again*** – the first budget meeting will be held on January 9, 2014.
- 15. ***Open Forum***

16. ***Schedule next BOD meeting*** – The next BOD meeting will be held on January 16, 2014.

17. ***Adjourn*** – A motion was made by Mr. Guastini and seconded by Mr. Farnum to adjourn the meeting at 9:18 p.m. All voted aye. Motion carried.

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